

**BOARD OF SUPERVISORS**

**MINUTES**

**March 7, 2005**

**Supervisors in Attendance:**

Mr. Edward B. Barber, Chairman  
Mr. R. M. "Dickie" King, Jr.,  
Vice Chairman  
Mrs. Renny Bush Humphrey  
Mr. Kelly E. Miller  
Mr. Arthur S. Warren  
  
Mr. Lane B. Ramsey  
County Administrator

**Staff in Attendance:**

Mr. George Braunstein,  
Exec. Dir., Community  
Services Board  
Mr. D. Joe Campbell, Dir.,  
Juvenile Detention Home  
Ms. Jana Carter, Dir.,  
Youth Planning and  
Development  
Supt., School Board  
Mr. William Davenport  
Commonwealth's Attorney  
Ms. Rebecca Dickson, Dir.,  
Budget and Management  
Ms. Deborah Dugger, Dir.,  
Youth Group Home  
Mr. Robert Eanes, Asst. to  
the County Administrator  
Ms. Lisa Elko, CMC  
Clerk  
Mr. Michael Golden, Dir.,  
Parks and Recreation  
Mr. Bradford S. Hammer,  
Deputy Co. Admin.,  
Human Services  
Mr. Donald Kappel, Dir.,  
Public Affairs  
Mr. Mike Likins,  
Coop. Extension Director  
Mr. Michael Mabe, Dir.,  
Libraries  
Acting Chief Paul Mauger,  
Fire and EMS Department  
Mr. Steven L. Micas,  
County Attorney  
Ms. Diane Peterson,  
Senior Advocate  
Mr. Glen Peterson, Dir.,  
Community Diversion  
Incentive Program  
Mr. Francis Pitaro, Dir.,  
General Services  
Ms. Karen Reilly, Admin.,  
Interagency Services  
Ms. Sarah Snead, Dir.,  
Social Services  
Mr. James J. L. Stegmaier,  
Deputy Co. Admin.,  
Management Services  
Mr. M. D. Stith, Jr.,  
Deputy Co. Admin.,  
Community Development  
Sheriff Clarence Williams,  
Sheriff's Department

## **1. DINNER WITH MEMBERS OF THE SOCIAL SERVICES BOARD**

Members of the Board of Supervisors had dinner in Room 502 of the Administration Building with members of the Social Services Board prior to the meeting.

Mr. Barber called the regularly scheduled meeting to order at 6:04 p.m.

Sheriff Williams led the Pledge of Allegiance to the flag of the United States of America.

## **2. WORK SESSIONS**

### **COUNTY ADMINISTRATOR'S FY2006 BIENNIAL FINANCIAL PLAN INCLUDING PRESENTATIONS FROM:**

#### **2.A. SOCIAL SERVICES BOARD**

Ms. Snead expressed appreciation for the opportunity to present the Social Services Board's proposed FY2006 budget. She introduced members of the Social Services Board who were present at the meeting. She then called forward Mr. Bruce Miller to provide details of the proposed budget.

Mr. Miller reviewed organizational highlights, including implementation of a successful community Hispanic outreach project; expanded efforts to reach the elderly; improved use of customer service cards and implementation of a 24-hour customer service telephone line; significantly decreased lobby wait times; continued program compliance even with dramatically increased caseloads; and a 49.3 percent increased community customer survey rating. He stated critical issues include unfunded mandates due to lack of state and federal fiscal resources and significant caseload increases, including a demographic change in the population served. He reviewed the increase in average monthly caseloads for Temporary Assistance to Needy Families (TANF); Food Stamps and Medicaid. He provided Medicaid and Food Stamp comparisons for FY2002 through FY2004. He reviewed benefits distributed through Social Services and average benefit caseload. He stated benefit caseload increases are a result of the slow economy; the Disaster Food Stamp Program; Medicaid retention initiatives and policy changes; outreach projects for Food Stamps and the Family Access to Medical Insurance Security Plan (FAMIS); and increased opportunities to apply for benefits through other venues. He expressed concerns relative to the need to address the changing demographics of customers, especially the Hispanic population. He stated the FY2006 budget includes funding requests for upgrading one Bi-lingual Interpreter and one Medicaid Eligibility Worker position from part-time to full-time; increased funds for indigent funerals and burials through the General Relief Program; the local share for three Eligibility Workers; and an Administrative Assistant position. He further stated, although there are critical issues and concerns, there is also a lot positive progress in the agency. He stated the department remains a strong, thriving agency through the assistance of volunteers. He thanked the Board for its continued interest and support.

Mr. Miller requested data relative to the number of illegal residents being served by the agency.

Ms. Snead stated illegal residents are ineligible for some of the programs offered by the agency. She further stated she will provide the Board with information relative to the agency's programs for which illegal residents are eligible and the number of illegal residents being served by those programs.

Mrs. Humphrey requested that Ms. Snead also provide her with data relative to caseloads in child protective services as well as benchmark data from area jurisdictions.

Mr. Barber thanked Mr. Miller for the excellent presentation.

## **2.B. CONSTITUTIONAL OFFICERS**

### **2.B.1. COMMONWEALTH'S ATTORNEY**

Mr. Davenport presented an overview of the Commonwealth's Attorney's proposed FY2006 budget. He stated there has been an increase in General District Court costs that will inure to the benefit of Commonwealth's Attorneys statewide in the form of grants, and he hopes to secure one of these grants. He further stated budgetary concerns include a possible new 5<sup>th</sup> General District Court Judge that will impact the Commonwealth's Attorney's workload; additional positions requested from the Compensation Board; future funding of the Exile Grant; and retirement of Senior Attorneys within the next five years. He provided details of population and staff growth comparisons for Chesterfield and Henrico. He stated, as additional police officers are being added and more arrests are being made, it may become necessary in the next few years to request that the county fund some of the Commonwealth's Attorney's support staff and attorney positions.

Mr. Barber thanked Mr. Davenport for the informative presentation.

### **2.B.2. SHERIFF**

Sheriff Williams presented an overview of the Sheriff's Office's proposed FY2006 budget. He reviewed statistics relative to state funding levels; inmate population; and docketed court cases. He stated the final phase of the replacement jail is underway; facility transitional training will begin in mid-June; and occupancy is expected in late August or early September. He reviewed accomplishments of the Sheriff's Office, including an increased employee satisfaction index; decreased inmate emergency medical transports; decreased inmate transports as a result of a multi-jurisdictional inmate transportation agreement; and increased partnerships with the Police Department and the Fire and Emergency Medical Services Department. He then reviewed critical issues, including Courthouse security staffing shortages and the necessity to implement a new Jail Management System.

Mr. King commended both Sheriff Williams and Mr. Davenport for their efforts in fighting crime in Chesterfield County.

Mr. Barber thanked Sheriff Williams for the presentation.

## **2.C. HUMAN SERVICES**

Mr. Hammer presented an overview of the proposed FY2006 budget for Human Services. He expressed concerns that the criminal justice agencies in Human Services that receive Title IV-E funding will be severely impacted by the elimination of some critical programs and ten full-time positions.

Discussion ensued relative to the county's use of Title IV-E funding for various Human Services programs.

Mr. Hammer stated the proposed FY2006 budget for Human Services totals \$81,815,600. He reviewed successes of Adult Drug Court and stated continued federal funding has been secured for an additional three to four years for Adult Drug Court, indicating the county's drug court program is one of a few in the nation to have secured additional funding. He reviewed the number of local probation cases supervised in Community Correction Services and provided a daily cost comparison of the Day Reporting Center versus Riverside Regional Jail. He stated 561 customers were served in the Domestic and Sexual Violence Resource Center in FY2004, compared to 136 in FY2002. He provided details of the elimination of three full-time and two part-time positions that serve primarily Hispanic residents, as a result of the loss of Federal IV-E funds. He reviewed accomplishments in the Extension Service and Health Department and stated the drive-thru flu shot clinic was an innovative means of serving a tremendous number of people. He reviewed Health Department issues, including an automation specialist to manage and improve GIS services and a health educator to provide preventive services to the community. He stated the Library had the fifth highest circulation per capita and the lowest operating expenditure per capita among 21 comparable libraries nationwide. He reviewed Library issues, including additional funds for electronic resources; operating costs associated with Internet Management; and additional clerical employees. He noted that the County Libraries will need more professional librarians due to growth. He expressed concerns that increased demand and decreased state funding for the Community Services Board's (CSB) infant services will result in limited or no services for 100 families.

Discussion ensued relative to the cost of providing services to autistic children as it related to early intervention versus the county's Comprehensive Services Act program.

Mr. Hammer provided details of challenges in the Families First Program. He stated growth in the number of capital improvement projects over the past bond issues and addition of Schools capital improvement projects has resulted in a construction management backlog for Parks and Recreation. He provided a comparison of FY2004 Comprehensive Services Act (CSA) revenue and expenditure data and disability types. He stated the autism and sex offender caseload is increasing and CSA is the sole source of expensive residential services for

these issues. He provided details of Juvenile Detention Home admissions and cost per detention bed. He stated the use of post dispositional programs at the Detention Home saves the state \$56,000 per child annually and provides better outcomes but noted that the state does not share the cost savings. He reviewed accomplishments of Juvenile Drug Court, which became fully operational in March 2004. He stated two years ago, the county lost \$1 million in Virginia Juvenile Community Crime Control Act funding, which eliminated 12 positions. He further stated, the county substituted part of this loss with Title IV-E funds, and provided details of services and positions that will be eliminated by the loss of Title IV-E funding. He then reviewed accomplishments of the Youth Group Home and Youth Planning and Development. He stated the Chesterfield Access community transportation program currently has 243 registered customers and averages 14 miles per trip. He noted that a reserve of \$100,000 would be needed to account for growth in the Access Program.

Mr. King stated he has received good feedback from people who are benefiting from the Chesterfield Access program.

Discussion ensued relative to determination of juvenile eligibility for services funded by the Comprehensive Services Act.

Mrs. Humphrey stressed the importance of prevention and treatment services for children under the age of three. She suggested that a possible function of the Health Educator position could be to provide awareness of the necessity for early prevention and treatment of infants.

Mr. Barber expressed concerns that the county is being asked to provide funding for many of the programs that have been funded by the state in the past. He requested that, at the conclusion of the budget process, Ms. Dickson provide the Board with information detailing what programs have been impacted by a shift in funding responsibility from the state to localities.

## **2.D. FIRE AND EMERGENCY MEDICAL SERVICES**

Chief Mauger presented an overview of the Fire and Emergency Medical Services (EMS) FY2006 proposed budget. He reviewed numerous successes for FY2005. He provided a per capita comparison of Chesterfield's FY2006 budget, which totals \$37,864,700, with that of Richmond and Henrico. He reviewed Fire/EMS annual responses; countywide EMS responses; and Fire and EMS response times. He stated the average response time for FY2004 was 6.75 minutes, indicating that the goal for Priority 1 EMS calls is six minutes or less 90 percent of the time. He reviewed data relative to property loss; structure fires; fire deaths; and volunteer man-hours. He stated the FY2006 budget focuses on the Leave and Staffing Management Plan; personal protective equipment for first responders; implementation of Advanced Life Support study recommendations; construction management; disaster preparedness; conducting a Community Risk Assessment; developing a Comprehensive Wellness Program; and addressing staff support position needs. He reviewed additional funding requests, including \$332,000 for enhanced Operations Leave/Staffing Plan; \$365,000 for apparatus needs; \$55,700

for building repairs; \$14,000 to upgrade a Senior Office Assistant position from part-time to full-time; \$53,500 for a Maintenance and Logistics Assistant; \$72,000 for a Volunteer Retirement Program; and \$150,000 for replacement vehicles. He then reviewed additional funding requests for Volunteer Rescue Squads, including \$40,500 for a quick response vehicle and equipment for Manchester Volunteer Rescue Squad and \$40,000 to upgrade the HEAR radios and purchase bicycles and a trailer for Bensley-Bermuda Volunteer Rescue Squad.

Discussion ensued relative to the decrease in the number of calls responded to by Bensley-Bermuda Volunteer Rescue Squad.

Questions and comments ensued relative to the six-minute goal to respond to Priority 1 calls.

Mr. King stated he was at the scene of a structural fire on the evening of March 5<sup>th</sup> and commended Chief Mauger on the professionalism of Chesterfield's Fire and EMS employees.

Mrs. Humphrey stated she continuously receives exceptional feedback from citizens regarding the county's firefighters. She inquired how the department is using terrorism funding.

Chief Mauger stated the terrorism funding provided to Chesterfield County is being spent appropriately and wisely to address needs to protect the citizens. He further stated protective clothing has been purchased for hazardous materials and radiological incidences, as well as a hazardous materials unit. He stated a new command vehicle was also purchased in cooperation with the Police Department using terrorism funding. He further stated Chesterfield is working with the City of Richmond and County of Henrico to identify needs and purchase equipment that would be compatible among the jurisdictions.

In response to Mr. Miller's question, Chief Mauger stated revenue recovery generated \$2.1 million in FY2004 and is projected to generate \$2.5 million in FY2005.

Mr. Barber thanked Chief Mauger for the informative presentation.

### **3. ADJOURNMENT**

On motion of Mr. Miller, seconded by Mr. King, the Board adjourned at 8:05 p.m. until March 9, 2005 at 3:30 p.m.

Ayes: Barber, King, Humphrey, Miller and Warren.

Nays: None.

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Lane B. Ramsey  
County Administrator

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Edward B. Barber  
Chairman